

CONFIDENTIAL

PSG/AID-406/68

S44
Comments

ATTACHMENT B

Please complete this attachment and return to MSS/AID/PSG, Attention
 room 6N 222, by 18 December 1968.

25X1

I. Please place an X in the appropriate columns.

	<u>Presently Useful</u>	<u>No Present Need</u>	<u>Would Like To Receive</u>	<u>Did Not Know Report Existed</u>
002	x			
004	x			
005	x			
006	x			
007	x			
008	x			
011	x			
013	x(if report 004 is current)			
Option 1			x	
Option 2			x	
Option 3		x		
Option 4				x
Option 5		x		
Option 6		x		
Option 7		x		
Option 10		x		
Option 11		x		

II. In addition to the reports listed above, I would like to receive these weekly/monthly reports (describe in detail):

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ATTACHMENT B (CONTINUED)

III. General comments concerning the MIS:

Although the system is potentially an extremely useful management device, service organizations such as the library often have difficulty fitting into it, with the result that MIS information is inaccurate and inadequate. One individual may contribute to as many as six or eight projects within an hour, for example. To solve this and other problems would require meticulous and detailed records requiring an excessive amount of time to maintain.

IV. Please indicate the following:

25X1

Component (group, division, branch, or staff) - PSG/R&RD/IB

Component code (as recorded on time sheets) - S44

Room number (mail address) - 4N415

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